

Acceptable Documents

for Obtaining a Driver's License or Photo Identification Card

To apply for a driver's license, learner's permit, commercial driver's license (CDL), or CDL instruction permit you must bring two identification documents, one proof of legal presence, one proof of Virginia residency, and proof of social security number (if you have been issued one). Anyone applying for a CDL or CDL instruction permit is required to provide a social security number. To apply for a photo identification (ID) card you must bring two identification documents, one proof of legal presence and one proof of Virginia residency.

Temporary documents and photocopies of documents will not be accepted. All documents must be originals and all documents may be subject to verification with the issuing entity prior to acceptance. DMV may require additional documents. DMV will not accept a document when there is reason to believe it has been altered, fraudulently obtained or is fake, forged, counterfeit or otherwise non-genuine or illegitimate.

Falsifying information on a driver's license, learner's permit, CDL, CDL instruction permit or ID card application is a criminal offense. Altering or assisting a person with improperly or fraudulently obtaining a driver's license, learner's permit, CDL, CDL instruction permit or ID card are also criminal offenses.

The acceptable documents listed in this publication may change without prior notice.

Proof of Identity

Documents submitted as primary proof of identity must show your full legal name and date of birth. Nicknames will not be accepted. You must present at least one document from the primary list of documents. The second proof of identity may come from either the primary list or the secondary list. If two of your proofs of identity are issued by the same entity, such as the same state agency, DMV may require additional proof of identity documents. Individuals under the age of 19 are required to provide only one proof of identity from the primary list.

Primary Documents

- ▶ >> Virginia DMV-issued driver's license unexpired or expired for not more than one year.
- ▶ Virginia DMV-issued learner's/instruction permit unexpired or expired for not more than one year. If presented by an individual age 19 years or older, the learner's/instruction permit must have been issued after September 21, 2001.
- ▶ Virginia DMV-issued photo identification card (excluding child ID cards) issued after September 21, 2001 unexpired or expired for not more than one year.
- ▶ >> Unexpired driver's license or learner's/instruction permit (with photo), not less than 60 days old, issued by a U.S. state (other than Virginia), jurisdiction or territory (foreign country and international driver's licenses are not accepted).
- ▶ Birth certificate issued by a U.S. state, jurisdiction or territory (birth registration cards and foreign birth certificates are not accepted).
- ▶ >>> Unexpired photo ID card, not less than 60 days old, issued by a U.S. state (other than Virginia), jurisdiction or territory (school/employee ID cards and Native American citizenship cards are not accepted).
- ▶ >>> Unexpired U.S. military ID card of an active duty or retired member (ID cards of military dependents are not acceptable as primary identity documents).
- ▶ >>> Unexpired U.S. passport.
- ▶ >>> Unexpired foreign passport with an expired or unexpired visa, I-94 or I-94W or I-551 stamp. An I-94W MUST be from a country participating in the Visa Waiver Pilot Program.
- ▶ U.S. Certificate of Naturalization (form N-550, N-570 or N-578).
- ▶ Conditional Resident Alien Card (form I-551) valid for two years.

- ▶ U.S. Certificate of Citizenship (form N-560 or N-561).
- ▶ U.S. Citizen Identification Card (form I-197 or I-179).
- ▶ >> Unexpired Temporary Resident Card (form I-688).
- ▶ >> Unexpired Employment Authorization Card (form I-688A, I-688B or I-766).
- ▶ >>> Unexpired Refugee Travel Document (form I-571).
- ▶ >>> Unexpired Resident Alien Card, Permanent Resident Card, Northern Marianas Card (form I-551).
- ▶ U.S. Certificate of Birth Abroad (DS-1350 or FS-545).
- ▶ Report of Birth Abroad of a Citizen of the U.S. (FS-240).
- ▶ A copy of the first and last page of an application for asylum (Request for Asylum in the United States) provided the pages are accompanied by either a receipt from the United States Citizenship and Immigration Services (USCIS – formerly INS) showing the application has been filed or documentation verifying the application is pending in immigration court; OR documentation indicating a decision to grant asylum by the Asylum Office or the original of a document granting asylum issued by an immigration judge or the USCIS. Either or both of these documents will count as one primary document

Secondary Documents

Note: You may also use documents marked with double arrows (>>) on the primary list that have been expired for NOT more than five years.

- ▶ U.S. Selective Service Card.
- ▶ Court order for adoption, name change or gender change from a U.S. state, jurisdiction or territory. Must contain court seal. Abstracts of criminal or civil convictions are not acceptable.
- ▶ U.S. military discharge papers (form DD214).
- ▶ Certified copy of school records/transcript issued by a U.S. state, jurisdiction or territory or by a state-accredited private school OR a Virginia Department of Education Certificate of Enrollment form (a report card is not acceptable).
- ▶ Medicare Card/Medicaid Card.
- ▶ Unexpired welfare/social services identification card with photo, issued by a municipality.
- ▶ Marriage license issued by a U.S. state, jurisdiction, territory or municipality.
- ▶ Unexpired military dependent ID card with photo.
- ▶ Unexpired weapons or gun permit issued by federal, state or municipal government.
- ▶ Unexpired U.S. pilot's license.
- ▶ INS form I-797 (applicable only for individuals whose names appear on the form).
- ▶ U.S. Department of State form IAP-66 signed prior to September 1, 2002 OR U.S. Department of State form DS-2019 (applicable only for the individuals whose names appear on the form).
- ▶ Veterans Universal Access Identification Card.
- ▶ Authorization for Parole of an Alien into the United States (form I-512).
- ▶ Virginia Criminal Justice Agency Offender Information Form.
- ▶ United States Probation Offender Information Form.
- ▶ INS student or dependent SEVIS form I-20 with or without INS stamp (applicable only for individuals whose names appear on the form.)
- ▶ U.S. Federal Agency Employer ID Card with applicant's name and photo.

Legal Presence

Documents presented as proof of legal presence must show your full legal name and date of birth. All applicants for first time driver's licenses, learner's permits, CDL's or CDL instruction permits must provide proof of legal presence. Applicants whose driver's licenses have been expired or suspended, revoked or cancelled will need to provide proof of legal presence prior to obtaining a new license. Anyone applying for an ID card must show proof of legal presence. If you have permanent status in the U.S. and have once proven your legal presence, you will not be required to submit proof of legal presence for subsequent ID card or driver's license applications.

- ▶ Official Birth Certificate issued by a U.S. state, jurisdiction or territory (Puerto Rico, U.S. Virgin Islands, Northern Mariana Islands, American Samoa, Swain's Island, Guam)
- (continued on next page)

- ▶ U.S. Government-issued Certified Birth Certificate.
- ▶ U.S. Certificate of Birth Abroad (DS-1350 or FS-545).
- ▶ Report of Birth Abroad of a Citizen of the U.S. (FS-240).
- ▶ Valid or expired U.S. Passport.
- ▶ Certificate of Citizenship (N560 or N561).
- ▶ Certificate of Naturalization (N550, N570, or N578).
- ▶ Unexpired U.S. Active Duty / Retiree / Reservist Military ID Card (DOD DD-2).
- ▶ Unexpired DOD Common Access Card (CAC).
- ▶ Employment Authorization Card (I-688A / I-688B, I-766).
- ▶ U.S. Citizen Identification card (I-197, I-179).
- ▶ INS I-551 Resident Alien Card
- ▶ Foreign passport stamped "Processed for I-551."
- ▶ Temporary Resident Identification Card (I-688).
- ▶ Alien Registration Receipt Card (I-151) valid until declared invalid by USCIS.
- ▶ Permanent Resident Re-entry Permit (I-327).
- ▶ Temporary I-551 stamp on Form I-94, Arrival/Departure Record, with photograph of the bearer.
- ▶ Conditional Resident Alien Card (I-551) valid for two years.
- ▶ Valid Foreign Passport with (K1, K2, K3, K4) visa and I-94.
- ▶ Valid Foreign Passport (i) with visa, I-94 or (ii) I-94W (from Visa Waiver Program Participating Country).
 - ▶▶ Holders of F1/F2 visa's should present a valid SEVIS I-20.
 - ▶▶ Holders of J1/J2 visa's should present a valid DS-2019.
- ▶ Valid Canadian Passport with valid I-94.
- ▶ Refugee Travel Document (I-571).
- ▶ U.S. Department of Receptions and Placement Program Assurance Form (Refugee) and I-94 stamped Refugee.
- ▶ Form I-94 Record of Arrival and Departure stamped Asylee, Parolee or Parole, refugee, asylum, HP (humanitarian parolee), or PIP (public interest parolee).
- ▶ Virginia driver's license, learner's permit or DMV photo ID card.
- ▶ Deed, mortgage, monthly mortgage statement or residential rental/lease agreement.
- ▶ Change of address confirmation form from the U.S. Postal Service or postmarked U.S. mail with forwarding address label.
- ▶ Active duty military member assigned to a unit based in Virginia may present one of the following:
 - ▶▶ Letter from commanding officer on official letter-head, with an original signature, stating that the applicant resides onboard a ship docked in Virginia or in a barracks located in Virginia;
 - ▶▶ Orders from the U.S. military assigning the applicant to a military unit with a Virginia address;
 - ▶▶ Leave and Earnings Statement (LES) showing Virginia as applicant's Home of Record.

Proof of Social Security Number

If you are applying for any driver's license or learner's permit you will be required to provide your social security number (SSN) (if you have been issued one). Anyone applying for a CDL or CDL instruction permit must provide a SSN. If you are applying for an ID card, you do not have to provide a SSN. DMV will verify all social security numbers with the Social Security Administration. If the information (name, date of birth, and SSN) you present does not match the information on file at the Social Security Administration, DMV will not issue you a driver's license, learner's permit, CDL, or CDL instruction permit.

DMV will assign you a customer number which will display on your driver's license, learner's permit, CDL, or CDL instruction permit or ID card. If you wish to change your DMV-assigned number in the future, you may be required to present documentation from law enforcement or the courts indicating that you may be a victim of identity theft.

- ▶ Social security card (Individual Taxpayer Identification Numbers are not accepted).
- ▶ U.S. Internal Revenue Service tax reporting W-2 form or 1099 form.
- ▶ Payroll check stub issued by employer.
- ▶ U.S. military ID card of an active duty or retired member (ID cards of military dependents are not accepted).
- ▶ Annual Social Security Statement

Proof of Name Change

- ▶ Marriage certificate, license or register.
- ▶ Divorce decree if the decree states the change from married name to maiden name.
- ▶ Original or teste copy of the court order granting the name change.

If you are applying for any driver's license or ID card for the first time and your name has changed, you must submit one of the documents listed above for proof of your name change.

If your name has changed and you currently hold any valid Virginia-issued driver's license or ID card, you must present it along with one of the documents listed above for proof of your name change.

If you cannot present your Virginia driver's license, learner's permit, CDL, CDL instruction permit or ID card, you must present one proof of identity from the primary document list in addition to one of the above listed documents for proof of name change.

Proof of Virginia Residency

You must present one proof of Virginia residency from the list below. The document must show your name and address of your Virginia residence as it appears on the application. You must give a street address. A post office box or business address is not acceptable.

Applicants under age 19 can have a parent or legal guardian certify their Virginia residency. The parent or legal guardian must appear in person with the applicant. The parent or legal guardian must provide a photo identification card and proof of their Virginia residency with a document from the residency list.

- ▶ Payroll check stub issued by an employer within two months of the application.
- ▶ Virginia Voter Registration Card.
- ▶ U.S. Internal Revenue Service tax reporting W-2 form or 1099 form (not more than 18 months old).
- ▶ U.S. or Virginia income tax return from the previous year.
- ▶ Original monthly bank statement not more than two months old issued by a bank.
- ▶ Cancelled check (not more than two months old) with both name and address imprinted.
- ▶ Annual Social Security Statement for the current or preceding calendar year.
- ▶ Utility bill, not more than two months old, issued to applicant (examples include gas, electric, sewer, water, cable or phone bill). Cellular phone and pager bills are not accepted.
- ▶ Receipt for personal property taxes or real estate taxes paid within the last year to the Commonwealth of Virginia or a Virginia locality.
- ▶ Current homeowners insurance policy or bill.
- ▶ Current automobile or life insurance bill (cards or policies are not accepted).
- ▶ Certified copy of school records/transcript from a school in which applicant is currently enrolled, issued by a U.S. state, jurisdiction or territory OR a Virginia Department of Education Certificate of Enrollment form (a report card is not acceptable).



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